

16 November 1963

MEMORANDUM FOR MR. KNOCHE

1. Please attempt to develop a list of those Agency activities in which I personally have a direct interest, and thereafter take steps to ensure that actions and info papers on those subjects come to me through Kirk and prior to any action or briefing of the Director.

2. I have in mind such subjects as:

a. Any policy actions involving personnel such as 701's, promotion of GS-18's and above, major reorganizations within Deputyships, assignment of Station Chiefs, disciplinary actions of a serious nature, etc., etc.

b. Anything involving personnel assignments to other agencies such as State, JCS, etc.

c. Any negotiating arrangements with JCS, NRO, NSA, etc., etc.

d. Any major community activities such as fund collections, recreation and morale activities.

e. Anything involving CIA activities during periods of hostilities.

f. Anything involving jurisdictional disputes within the intelligence community such as DIA take-over of NPIC, Air Force take-over of NRO, etc.

g. Anything involving

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h. Anything involving management procedures of the Agency and rearrangement of functions.

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3. What the foregoing does is to ensure that anything connected with the operations of the Central Intelligence Agency is known and passed on by Kirk and me -- those somewhat broader (but actually more limiting) activities of the Director in his role as community coordinator and in his position with the Special Group and the President should of course be known to us but need not necessarily have our prior and wholehearted approval, since we do not hold the "general manager" responsibility in these areas.

4. Please let me see what you can come up with.

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